

Class Code 5601/Exempt  
Position Title Team Leader  
Working Area Parks Maintenance  
Effective Date August 30, 2002



## **JOB DESCRIPTION**

### **Scope**

Supervisory work overseeing all construction projects for the Parks and Recreation Division.

### **Essential Functions**

*Note: These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is a logical assignment to the position.*

Construct projects which include these tasks: order materials, apply for permits, read building and blueprint designs, schedule maintenance, site elevations. Prepare correspondence, reports and track project status. Plan, supervise, and train assigned personnel. Initiate and recommend for approval hires, terminations, performance evaluations, disciplinary actions, and commendatory actions for assigned personnel.

### **Minimum Qualifications**

#### **Knowledge and Skills**

Phases of building construction, equipment, materials, methods, and standards. Construction permit application processes and documents necessary to obtain required permits. Playground safety standards and construction. Read and interpret blueprints and specifications. Use power and hand tools. Skill in the performance and/or supervision of skilled trades, i.e., electrical, plumbing, and carpentry.

Communicate well both orally and in writing.

Must possess and maintain a valid Florida Driver's License.

#### **Education**

High School Diploma or GED and three (3) years responsible supervisory experience in the construction industry.

*A comparable amount of education, training, or experience may be substituted.*

### **Working Conditions**

The work environment for this position includes working in the field and on construction sites. Incumbent may be exposed to all types of weather conditions. Incumbent may be exposed to high noise levels, dust, dirt, fumes and machinery. Incumbent may be required to walk on uneven terrain, lift heavy objects, kneel, stoop, or stand for prolonged periods of time.

